

**CHECK LIST**

| <b>Sl. No.</b> | <b>PARTICULARS</b>  | <b>If produced, please Tick mark with (√)</b> |
|----------------|---|---|
| 01.            | Self-attested photocopies of work orders of hotels/guest houses                       |   |
| 02.            | Self-attested photocopies of certificate of successful execution of above work orders |   |
| 03.            | List of supervisors and staff   |   |
| 04.            | Self-attested photocopies of balance sheet of previous 3 years                        |   |
| 05.            | Self-attested photocopies of Profit & Loss account of previous 3 years                |   |
| 06.            | Self-attested photocopies of registration certificate of PF                           |   |
| 07.            | Self-attested photocopies of registration certificate of ESI                          |   |
| 08.            | Self-attested photocopies of registration certificate of PAN                          |   |
| 09.            | Self-attested photocopies of registration certificate of GSTIN.                       |   |
| 10.            | Self-attested photocopies of registration certificate of establishment                |   |
| 11.            | Site visit certificate duly signed by the Guest House Incharge                        |   |
| 12.            | Tender Fee (Rs 500/-) + GST   |   |
| 13.            | Earnest Money Deposit (Rs. 71,350/-)  |   |
| 14.            | All the pages of all the Annexures of the Tender are duly signed by the bidder        |   |
| 15.            | All the documents produced in photocopies are self-attested                           |   |

(Bidder's authorized signature &amp; seal)